



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

November 6, 2008

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name of the Chief Executive Officer.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

UNINCORPORATED AREAS EMERGENCY PLANNING

On October 23, 2007, on a motion of Supervisor Zev Yaroslavsky, the Board of Supervisors (Board) directed the Chief Executive Office, Office of Emergency Management (OEM) in conjunction with the Office of Unincorporated Area Services (OUAS) and Board offices, to coordinate an interagency emergency planning working group. This group is to identify, in priority order, a list of unincorporated areas which require community specific emergency management plans. Additionally, the group will identify necessary resource requirements and funding options to complete these community specific emergency management plans and report back to the Board.

In the February 6, 2008, response to the Board, OEM reported on the development and implementation of a strategy, consistent with the Topanga emergency planning process, to identify community emergency planning. Steps 1 thru 4 of the strategy are listed below:

1. Survey the lead County emergency response agencies requesting that they assess their agency operational plans and procedures and identify gaps, or needs, affecting Unincorporated Area (UA) communities.
2. Share the results of the survey with the UA Board Deputies or their designee(s) and meet with them in order to identify any additional community-based issues and needs.
3. OEM will facilitate planning meetings between County-responding agencies, Board offices, OUAS, and community representatives to identify the appropriate level of emergency planning based upon the results of Steps 1 and 2.

"To Enrich Lives Through Effective And Caring Service"

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4. Develop a community emergency plan priority list which identifies both the community and the level of emergency planning required, as well as the resources required to complete the planning project.

As indicated in the February 6, 2008, response to the Board, OEM has completed Step 1.

Step 2 was completed through meetings with all Board offices which concluded on May 23, 2008.

Step 3 is close to completion with meetings held in Lancaster, Wrightwood, and Florence – Firestone and scheduled for Lennox Park and the Altadena/Cheney Trails communities. OEM continues to work with the Board Deputies to schedule meetings for Hacienda Heights and Santa Clarita Valley/Castaic communities. These planning meetings involve County agencies, Board offices, and community representatives. Through an OEM facilitated discussion, participants identify the appropriate level and type of emergency planning required for each area. Scheduling has been complicated by community and agency representatives' unavailability. The planning meeting process is expected to be completed by November 15, 2008.

After Step 3 is completed, OEM, in coordination with the interagency emergency planning working group, OUAS, and the Board offices, will provide the Board a list, in priority order, of communities requiring emergency plans and identifying the type and level of emergency planning that is needed. The level of emergency planning may range from community education, based upon the County Survival Guide (under development), to hazard-specific plans which will become annexes to the Operational Area Emergency Response Plan. OEM will also use this information to develop recommendations on resource needs and funding options to complete the planning project. This process is Step 4 and is expected to be completed with a report to the Board by November 30, 2008.

OEM will continue to provide status updates to the Board by participating in the UA Board Deputy meetings with OUAS. If you have any questions or concerns, please contact Keith Harrison, OEM Assistant Administrator, at (323) 980-2269 or via email at kharrison@ceooem.lacounty.gov.

WTF:SRH:RDC
MJB:KH:lm

c: Office of Unincorporated Area Services
Unincorporated Area Board Deputies